



APPROVED 8-10-16

MINUTES  
City of Tacoma  
Public Utility Board Meeting  
July 27, 2016  
6:30 p.m.

Mr. Patterson called the Public Utility Board meeting to order at 6:30 p.m. at the Public Utilities Administration Building.

**Present:** Woodrow Jones, Mark Patterson, Bryan Flint, Monique Trudnowski, Karen Larkin

The meeting was quorate.

**Minutes of the Previous Meetings**

Ms. Trudnowski moved that the minutes of the previous meetings be adopted; seconded by Mr. Jones. Voice vote was taken and carried. The minutes were declared adopted and made part of the record.

**Recognitions**

There were no recognitions.

**Comments from the Public**

Mr. Alex Horne, residing on North 16<sup>th</sup> Street, inquired about the status of the decommissioning of the Cushman substation and how the space may be developed for use in the future. Bob Mack, Deputy Director for Administration, explained the project involves replacing the transmission facilities on North 21<sup>st</sup> Street and is related to the decommissioning of the Cushman Substation. Mr. Mack stated that he informed the Northeast Community Council that TPU will keep them informed and that Mr. Horne will be added to the list of those interested to receive information. Director Gaines added that the role of the utility is to determine whether property is required for utility purposes or not. If it is decided to declare the property surplus, the use of the property is then in the hands of the zoning officials. There will be broad community outreach on this matter.

**Consent Agenda**

There were no items on the consent agenda.

**Regular Agenda**

Departmental

D-1 Resolution U-10865 – Award contracts and approve purchases:

1. Approve contract with Axon Solutions, Inc., for the MyAccount 2.0 upgrade (\$870,638, plus applicable sales tax);

2. Increase contract to Axon Solutions, Inc., for ongoing software maintenance and support services related to the MyAccount customer website through November 2019 (\$509,414, plus applicable sales tax. Cumulative total \$1,014,686);
3. Award contracts to Anchor QEA, LLC and Mount Hood Environmental for fish passage program support; Anchor QEA, LLC and Stillwater Sciences for Limnology and Water quality support; Anchor QEA, LLC, GeoEngineers, Inc., and Stillwater Sciences for fish habitat management and support; Anchor QEA, LLC, and R2 Resource Consultants, Inc., for fish management and hatchery programs; and Stillwater Sciences for field technician support for the Federal Energy Regulatory Commission license implementation on the Cowlitz, Cushman, Nisqually, and Wynoochee Hydroelectric Projects (\$1,728,000, \$865,420, \$882,000, \$1,686,000, \$1,238,580, respectively, each with a duration of two years and an option for a two year extension for a combined total of up to \$6,400,000);
4. Award contracts to Anchor QEA, LLC and Environmental Science Associates for document development; and Anchor QEA, LLC, Environmental Science Associates, and HDR Engineering, Inc., for regulatory and permitting services in support of Federal Energy Regulatory License implementation on the Cowlitz, Cushman, Nisqually, and Wynoochee Hydroelectric Projects (\$757,000; \$713,000, respectively, each with a duration of two years and option for a two-year extension for a combined total of \$1,470,000).

Ms. Trudnowski moved to adopt the resolution; seconded by Mr. Jones.

In response to a Board inquiry on item number one regarding the number of customers who use MyAccount to pay bills online, Mike Hill, Customer Services Assistant Manager, answered that 13 percent of total revenue and 26 percent of all transactions come through MyAccount. In response to a Board request to speak to the benefits of the upgrade of MyAccount, Mr. Hill stated that there will be a responsive web design that will be compatible for mobile technology; 40 percent of customers access MyAccount through mobile devices. Collective billing and issues with third party vendors will be resolved. There will also be a communication tile to bring awareness to programs or provide information on outages. Implementation is scheduled for the second quarter of 2017.

In response to a Board request on item number three and four for an overview of the contracts, Keith Underwood, Natural Resources Manager, explained that in 2010 the Cushman license was signed and that set in motion the need to build two fish hatcheries, an upstream fish collector, and a juvenile downstream collector at Cushman to reintroduce salmon species into the system where dams have blocked migration. The facilities were built and it is time to make them operational. As part of that operational piece, Tacoma Power needs to prove to the regulatory authorities that fish will survive through our facilities throughout the entire life cycle. Salmon species are tailored to their own systems so when reintroducing a new species there may be issues. These contracts will make Tacoma Power nimble to respond to unforeseen issues and get consultants immediately to help identify and solve issues. Tacoma Power does not have internal staff to do the body of work. Also, the regulatory agencies have strict timelines so we can't go through a lengthy hiring process for each occurrence as we need to act quickly. These contracts allow access to expertise quickly and give the regulatory authorities an

extra level of comfort. Tacoma Power hopes to get through the bulk of this work in the first four years depending on how fish respond to the devices.

In response to a Board inquiry, Mr. Underwood explained that the findings from the vendors are not proprietary and will be exchanged with Tacoma Power and the other vendors. In response to a Board request to describe the vendor selection process, Mr. Underwood explained that the RFP described subject areas that articulated the type of work and had example projects to provide a scope, schedule, and budget. Thirteen respondents on some subject areas responded. A committee reviewed the qualifications and determined the best firms. It is beneficial to have several firms as not to overload any as there is a large body of work to be done.

In response to a Board inquiry regarding budget authority, Bill Fosbre, Chief Deputy City Attorney, answered that inter-item amounts do not have to come back for Board approval, only if increases cross the \$200,000 purchasing threshold.

Voice vote was taken and carried. The resolution was declared adopted.

D-2 Resolution U-10866 – Authorize the disposition of Tacoma Water right-of-way to the Tacoma School District for \$5,000 and certain public benefits.

Ms. Trudnowski moved to adopt the resolution; seconded by Mr. Jones.

Gloria Fletcher, Sr. Real Estate Officer, summarized the resolution which authorizes the disposition of 0.89 acre of Tacoma Water right-of-way to the Tacoma School District for \$5,000 and community benefits to include the construction, development, and ongoing programming of a rain garden and related environmental learning programs. The disposition would retain an easement for the Water Flume Line Trail. Board Members made positive remarks about the public benefits and appreciation for the creative property transaction.

Voice vote was taken and carried. The resolution was declared adopted.

#### **H. Reports of the Director**

There were no reports of the Director.

#### **I. Comments by the Board**

Mr. Flint stated that there will be a celebration of the Community Solar program on Saturday, August 13 at 10:00 at Tacoma Public Utilities headquarters.

#### **J. Adjournment**

There being no further business or comments, the Public Utility Board was adjourned at 6:57 p.m. until Wednesday, August 10, 2016, for a study session beginning at 3:00 p.m., followed by the regular meeting at 6:30 p.m.

Approved:

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Mark Patterson, Chair

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Woodrow E. Jones, Jr., Secretary